

## Membership

Membership reached 632 by the end of the Financial Year. Yes, that is a record for the club, but the most encouraging thing from the Training point of view is that 409 of these members renewed their membership from previous years, so presumably are happy with the opportunities club membership provides. The Waitlist is currently 26 (XP-14, Vista-12) which means a delay of about 3 weeks before a training spot becomes available.

## Swine Flu

The general message for all trainers and students is: "please consider others, use the hand wipes provided where appropriate, and if you feel unwell, please advise the appropriate (club) person and stay at home". If trainers feel threatened by anyone coming for one-on-one teaching, there are masks available in the Office.

## Fundamentals Training

### One-on-One Training

We currently have 40 one-on-one Fundamentals Trainers teaching 97 students each week, plus 4 Internet and Email Trainers 11 students) and 2 Excel trainers (6 students). This is a great demonstration of our club's core belief in the benefits of one-on-one training for introducing Seniors to computing.

### Vista Manual

The Vista Manual is now going to print, and by the time you read this one-on-one Vista Trainers should already have a new copy dated June 2009. There have been a few changes, especially in the Professor Teaches section – hopefully these will make it easier to keep track of where the student is up to and where they are going next. Although this will be the last "complete update" of the Vista manual, errors will be fixed and issued as single page updates when necessary. If you find any errors (or don't have a new manual) please email Eleanor. Many thanks to all those who offered suggestions, and especially to Bill Butts, Bronwyn Ellis and ElsieMay Hamerlok who also helped with the proof-reading.

### Professor Teaches

Although the Professor Teaches download from club CD works well if the student can bring in a laptop and their own credit card, it is not so good if they have a desktop and no credit card. It appears that Harvey Norman is no longer stocking the product, so the only alternative has been for a private arrangement with Eleanor's credit card and the student's cash. This is OK on a temporary basis, but is obviously not a good long-term solution.

Thanks to Ron Ford (one of our Friday Trainers) we can now purchase bulk copies of Professor Teaches (the boxed program), direct from the Australian distributor for \$25 each! Ron has also kindly offered to collect the initial stock of 25 copies. As from next Friday (10<sup>th</sup> July) our Vista students will be able to purchase their copy of Professor Teaches from the Office when they come for their lesson. (1 copy per student, \$25).

### Folders for courses

As announced last month Noel Milligan has kindly donated his pre-loved binding machine, the club has purchased combs and covers, and anyone wishing to change the binding of their manuals is now welcome to make use of these facilities. (Returning your original folder to stock would be appreciated.)

### Files and Folders Refresher

The next Files and Folders Refresher is on Wednesday, 22<sup>nd</sup> July from 10.00am – 12.30 noon. If you know of students who have completed the Files and Folders section in the Fundamentals courses, or who are struggling with browsing CDs etc. in Optional courses, please tell them about this free workshop.

### Advance Notice

As you see from the above item, we are still emphasising the importance of Files and Folders, and this is just a bit of advance notice that we will be having a Trainer Assessment test on this topic again this year (September/October). As before, Trainers wishing to continue with one-on-one training in 2010 need to pass this short test Assessment Test before we close for Christmas (and yes, you will still be able to try it as many times as you like)! Just a reminder of the process – new Trainer badges are now only awarded to One-on-One Trainers; new helpers in Optional courses are given Assistant Trainer badges. Any Trainer who passes the Assessment Test keeps a Trainer badge; any Trainer who doesn't pass (or doesn't take) the Assessment Test stands down from one-on-one training (but can become an Assistant Trainer in

Optional courses if they wish). The Assessment Test is not compulsory for Assistant Trainers, but they are always encouraged to do it anyway

### **Optional Courses**

Course Presenters are welcome to “broadcast” vacancies for future courses by pinning an advert on the Noticeboard at Monthly Meetings. There are also options for advertising course vacancies in the Newsletter.

### **Club PCs**

#### The RECYCLD.EXE Virus

As you all know, the club suffered its first virus attack during the middle of last month with 10 computers, plenty of flash drives, and several member’s PCs infected with the RECYCLD.EXE virus. The symptoms of the infection are: Drives (especially flash drives) having a Folder icon rather than a Drive icon; and CTRL+ALT+DEL not opening Task Manager. The RECYCLD.EXE virus only affects Windows PCs and does not affect PCs running the Linux OS.

#### What was done about it

To cut a very, very long story very short, the club computers were all cleared of the virus by the end of Sunday 21<sup>st</sup> June. As from Monday 22<sup>nd</sup> June **all** flash drives brought to the club have been checked (and if necessary cleaned) by a Senior Trainer/Trainer using the Puppy Linux OS installed on PC 5 and PC 20 **before** being used on any club Windows PC. Members who had infected PCs were asked to bring them to the club on Tuesday 23<sup>rd</sup> or Tuesday 30<sup>th</sup> June and have had them cleaned by members of our Maintenance Team. Members who were physically unable to bring their Towers to the club have had them collected, cleaned at the club, and returned.

#### What will continue to happen

We must all be very vigilant. Flash drives must be checked on one of the Puppy Linux PCs before being inserted in any Windows PC. They must also be virus checked by Kaspersky as soon as they are inserted into a Windows PC. This process will continue for the next few weeks.

#### ... and of course the thanks...

Once again our very grateful thanks to Peter Fowler, who researched the Kaspersky and Malwarebytes Forums for hours to find out how to remove the virus and then spent most of Sunday 21<sup>st</sup> disinfecting the club PCs; Ken Caldwell who set up the Puppy Linux PCs and spent Monday 22<sup>nd</sup> checking and cleaning flash drives (and teaching Senior Trainers/Trainers how to do it); and the entire Maintenance Team (Lionel, Peter, Ken, Dominic Delvecchio and Bill Burrows) who put in a few extremely long Tuesdays cleaning member’s PCs and flash drives.

### **New, Updated and Deleted Courses**

#### e-Bay Workshop??

The first eBay Workshop, led by Peggy Joel, went very well and those present said it was very useful and good fun. It covered eBay registration, PayPal, and buying and selling. Peggy has agreed to run additional workshops and Marie Woodward will be the Course Coordinator.

#### Digital Scrapbooking

The Officeworks presentation of their Photobooks program at the June Monthly Meeting was very well received. Officeworks has further advised us that their most experienced presenter (who was unable to attend the Monthly Meeting) would present the first Photobooks Workshop at the club. If you are interested in a 3-hour Photobooks Workshop at a cost of \$10 please sign upon the Clipboard in the hall.

### **Club Rooms**

The exterior of the Club Rooms has now been completely repainted.

### **Windows 7**

Copies of the updated “Advice to club members wishing to purchase a new PC” which was distributed with last month’s Mailout are now available from the Office. We also plan to have a speaker from Microsoft to demonstrate Windows 7 early next year.

### **Monthly Meeting**

The July monthly meeting on 12<sup>th</sup> July 2009 is the Christmas in July Luncheon. Anyone wishing to help with the setting up (or clearing away) please contact Marea Parsons (9871 1219). There will be no Trainers’ meeting this month.

*Peter & Eleanor*